

GOALS Training Hour Requirements for Managers

Acceptable training courses for the GOALS Certificate of Excellence include training sponsored by the Wisconsin Department Public of Instruction School Nutrition Team (DPI SNT), The Institute of Child Nutrition (ICN), or USDA's Food and Nutrition Services (FNS). Other training may be credited with DPI approval. Wisconsin Department of Health Services/Wisconsin Department of Agriculture, Trade, and Consumer Protection (DHS/DATCP) food manager certification may be counted as 8 hours of food safety training.

GOALS Training Hours – Manager	Training Hours
NUTRITION	
MENU PLANNING – 18 training hours	
Meal Pattern (Face to Face Training: SNSDC Required)	8
Local Foods/ Farm to School	2
Standardized Recipes	4
Special Diets and Food Allergies: Basic Training	2
USDA Foods	2
NUTRITION EDUCATION – 2 training hours	
Nutrition Activities	2
Engaging the Classroom	1
School Garden or comparable	1
GENERAL NUTRITION – 8 training hours Nutrition 101 or similar	
Nutrition 101	8
Total Training Hours Nutrition (Code 1000)	28
OPERATIONS	
SERVING FOOD – 10 training hours required plus 3 elective hours	
Food Production Records Required	2
Child Nutrition Label Crediting Required	1
Culinary Skills Required	4
Portion Sizes	2
Offer vs Serve Required	2
Food Presentation, Serving Lines and Food Quality	2
Use and Care of Equipment Required	1
Ergonomics	1
CASHIER AND POINT OF SERVICE – 2 training hours	
Point of Service, Identifying Reimbursable Meals and Protecting Student Identity	2
PURCHASING AND PROCUREMENT – 1 training hour	
Inventory Management	1
FOOD SAFETY AND HAACP – 8 training hours required plus 2 elective hours	
ServSafe Certificate or food safety equivalent Required	8
Food Safety Culture	1

Receiving and Recall	1
Wisconsin Food Code	1
Total Training Hours Operations (Code 2000)	26
ADMINISTRATION	
ELIGIBILITY AND REGULATIONS – 9 training hours	
Child Nutrition Basics – The School Nutrition Program Contract (Face to Face Training: SNSDC Required)	8
Eligibility, Certification and Verification	1
FOOD SERVICE PROGRAM MANAGEMENT – 2 training hours required plus 2 elective hours	
Staff Management Required	2
Standard Operating Procedures (SOPs)	1
Healthy School Environment	1
Water, Energy and Waste	1
Emergency Plans	1
FINANCIAL MANAGEMENT – 1 training hour	
Meal Pricing/Food Costing	1
HUMAN RESOURCES AND STAFF TRAINING - 2 training hours	
Employee Health, Safety and Wellness	1
Civil Rights Training	1
OTHER PROGRAMS – 1 training hour	
Special Milk, Afterschool Snack, Fresh Fruit/Vegetable, Wisconsin School Day Milk	1
Total Training Hours Administration (Code 3000)	17
COMMUNICATIONS AND MARKETING	
1 training hour required plus 3 elective hours	
Strategic Marketing Plans and Program Promotion	2
Customer Service Required	1
Communication Skills	1
Smarter Lunchroom Techniques	2
Total Training Hours Communications (Code 4000)	4
Total training hours to earn GOALS Certificate – Manager	75